

## City Nepotism Policy

## **CITY OF SUSANVILLE NEPOTISM POLICY**

**Response Requested:** Susanville City Council

**Findings:** The Grand Jury, in response to concerns raised about nepotism in hiring practices and specifically the hiring of family members of the City Administrator obtained the following information.

The family member was hired in a full time temporary position by the City Administrator to work under the City Planning Director on May 15, 2001 on the Uptown Revitalization Project Study funded by a State Planning and Technical Grant. Grand Jury information indicates this hire was never approved by City Council action (See Grand Jury report on Powers of City Administrator) the family member's duties were apparently changed to an assignment of drafting preliminary design and layouts for the remodeling of City Hall, although his qualifications were questionable.

The consulting engineer finished the remodeling plans. Grand Jury information indicates that the City Administrator made changes to the original plans, without further consulting with the engineer.

The contractor who did the remodeling of City Hall, Maxim Construction, in a claim filed against the City, and still pending, purports the remodeling plans were incomplete. City Administrator was directly in charge of City Hall remodeling and as stated in the City of Susanville Personnel Policy, Section 105, Hiring of Relatives "Relatives of current employees may not occupy a position that will be working directly for or supervising their relative."

**Recommendation:** A clause in the City Personnel Policy Section 101, effective June 1, 2001, placing the authority to make changes in Personnel Policy solely in the hands of the Chief Executive Office of the City (City Administrator) should be changed to place the authority in the hands of the City Council.